

6 JUN 1980

MEMORANDUM FOR: Acting Deputy Director for Administration

FROM:

Chief, Information Services Staff

SUBJECT: ISS Weekly Report (29 May-3 June 1980)

Classification Review Division

CRD reviewed 1,685 documents representing 17,644 pages of material and declassified 11 percent of this material.

One member of the OSS Review Team spent several days at NARS reviewing German documents captured during World War II. Included in the documents were names and activities of identified and/or suspect agents working against the Germans in World War II as well as names of German agents working for the Gestapo.

Records Management Division

Representatives from the Information Technology Branch and Printing and Photography Division met with members of the Office of Security to collect information on file holdings of the Security Records Division of the Office of Security. The purpose of the meeting was to pursue a proposal being made for OS to use microfilm as one option in reducing file holdings.

Both the Chief and Deputy Chief, Archives and Records Center Branch spoke at the recent DO records management conference. While attending the conference, several DO records management officers took the opportunity to visit the records center to review their vital records holdings.

Regulations Control Division

RCD processed 28 regulatory issuances during the reporting period.

A response was prepared to a request from the Intelligence Oversight Board (IOB) which requested updated versions of regulatory issuances already possessed by the IOB.

RCD continued ongoing discussions regarding the publication of

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Information and Privacy Division

A separate report is attached.

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Attachment

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5 June 1980

MEMORANDUM FOR: Acting Deputy Director for Administration

FROM: 

Acting Chief, Information and Privacy Division, ISS

SUBJECT: IPD/ISS Weekly Report (29 May - 4 June)

1. The Week in Review

	<u>29 May-4 June</u>	<u>1980 Weekly Average</u>
a. New cases logged	65	63.4
b. Cases closed	85	55.5
c. New appeals logged	1	2.0
d. Appeals closed	11	2.5
e. Manpower (man-weeks)	124	120.6

2. Current Backlogs

- a. Initial requests - 2831
- b. Appeals - 406

3. Spotlighted Requests**ADMINISTRATIVE INTERNAL USE ONLY**

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